



**MENDOCINO COUNTY COMMUNITY CORRECTIONS PARTNERSHIP  
FINAL & APPROVED MINUTES  
Special Budget Review Meeting  
Friday, December 20, 2019  
Mendocino County Probation Department Adult Conference Room  
589 Low Gap Road  
9:00 a.m. – 10:30 .m.**

**Call To Order:**

Meeting called to order at 9:06 a.m.

**Welcome:**

Chief Locatelli welcomes and reminds everyone to speak up so the recording devices captures everyone's voices. DA Eyster is in court this morning with five sentencings but he could still be here if we need a vote, he will just be delayed. We have a proxy from the Sheriff for Matt Kendall and he will be voting today.

**Introductions:**

Katie Ford, Probation  
**Justin Wyatt, Ukiah Police Department**  
**Matt Kendall, Sheriff's Office - Proxy**  
Darcie Antle, Executive Office  
**Jenine Miller, HHS/BHRS**  
Tim Pearce, Sheriff's Office  
Amanda Owens, BI/GEO  
Kirsty Thornton, BI/GEO  
**Kim Turner, Courts**  
**Jeffrey Aaron, Public Defender**  
**Izen Locatelli, Probation**  
Cathy White, Probation  
Cambria Milani, Probation

**Public Comment for items not on agenda:**

No public comment.

**Approval of Minutes:**

Approval of November minutes will be moved to February meeting.



### **Special Budget Review**

CCP FY 19-20 Budget Reduction Examples and CCP Fund Budget Utilization Summary documents provided to everyone present.

There needs to be five Executive Members to agree to release the reserve money in the amount of \$107,012 and take a vote on releasing those funds. We put that in last year's budget to vote to agree to release the funds.

We also have the Contingency Fund in the amount of \$169,646.00 and we do not need a vote to use those funds.

There is the \$30,000 we set aside to expand GEO Reentry Services position in Willits. The position has not been recruited or assigned and it is Chief Locatelli's intentions to not have the position filled until next fiscal year. It would be a \$30,000 saving there and that conversation piece was wrapped around with Parole to providing some funds, which Parole has not come in with funding as of yet, Probation under SB678 could float the money if necessary.

Izen had a conversation with Darcie Antle on the Local Innovations Subaccount. If there is a need to use the Innovation Subaccount monies, the Executive Office and Auditor would agree with that, but CCP would still have to take it to the Board. Izen does not believe this is something the CCP would have to vote on but just one of our members would need to request it from the Board and the Board would have to vote and approve it. Every one of the Executive members of the CCP, except the Courts and Ukiah Police Department, but every County agency who has contributing realignment funds, could make a pitch to the Board and present logical use for these funds. You can see, if we do not do this we will be \$254,856 short for this fiscal year for CCP budget. So with the funds, we are looking at \$69,913 being the number we will be short this year. As long as the Board members vote to release that reserve, use the contingencies and someone going before the Board to use Innovation Sub account.

Chief Wyatt, inquires what the Innovations Sub account is. Izen responds and states it is essentially the growth funds that come in from realignment. 10 percent of those growth funds are statutorily mandated to be set aside into an Innovation Subaccount.

Kim Turner inquires if there are regulations to use the funds from the Innovation Subaccount. Izen responds and states there are regulations.

Cathy White states the language in the Innovation Subaccount states the funds must be used for the purposes of the funds from which they were derived. These funds came from any of the four pots, which would be CCP, Juvenile Justice, Trial Court Security or DA/PD fund and can be used for anything within those groups.

Further discussion held.



Cathy Whites presents statements as to the CCP Fund Budget Utilization Summary documents. She states if you look at the FY18-19 the utilization for the departments have increased over the years. The costs have increased but the funding has stayed relatively stagnant. If you go back a few years, the utilization by department might be lower but we are getting to 100% just simply because we do not have the additional funds.

Izen states District Attorney Eysters vote would be to wait.

**Kim Turner makes motion to release the reserve money.  
Justin Wyatt seconds the motion.**

Jeffery Aaron inquires if we do not balance anything at all, a deficit of \$524,415 that would have to be funded by the Board. Izen does not know the answer to that question. Darcie Antle responds stating she too does not know the answer to that question, but she does know that certain departments in the county, have run in the red then the general fund would have to fund it.  
Further discussion held.

**Motion to release the reserve money in the amount of \$107,012.00 voted on.  
Motion passes with all in favor.**

Probation to work with the Executive Office to get something in front of the Board to request that the Innovation Subaccount money be released to the CCP.

Darcie Antle states she will help but not sure of time lines of claims coming in.

Cathy states claims are due in about 10-14 days after the end of the quarter. Second Quarter claims will be received by the end of January and reconciled. By the February meeting we will have a preliminary idea of mid-year of where we are. February will be our budget kickoff and we will hopefully have it resolved by March to use it in their budget planning.

Izen states the Probation Department will work with the CEO's office to get something before the Board to get the Innovation Subaccount funds released to CCP.

Everyone agrees to leave the \$69,913 remaining short and discuss how to make up the money.

**New Items for Future Agenda:**

New Signatures for By-Laws for Sheriff Kendall and Jenine Miller.



Izen states that just as a reminder for February meeting, we will be attempting to look at every graduate from BI and come up with a recidivism rate and presentation for you all in addition to the budget kickoff and deficit review. He assumes it will be a lengthy meeting.

Captain Pearce inquires if we capture the number of terminal sentences. Izen states Probation does for the report to the State. Izen states 1170a's are in the CCP data that Bridgett presents. 1170a sentences are decreasing. Izen states we do not capture summary probation cases. Further discussion held.

**Future CCP Meeting Dates:**

February 21, 2020

March 20, 2020

May 15, 2020

August 21, 2020

November 20, 2020

Meeting adjourned at 9:33 a.m.